## Everyone,

Beginning Monday, December 2<sup>nd</sup> the new Kronos System will be active only for Giddings. The current Kronos System will remain available for entry and approval of time in the gateway system. All supervisors will have until Monday at 5 pm to complete their portion of timekeeping.

We will be running a duel system of Kronos and the internal agency applications will not be down on Monday. We have developed a crosswalk for applications to ensure access to both current and historical data.

This means that OIG and other Kronos integrated applications will not be affected at this time. We've decided to let the dust settle following the conversion to the new Kronos so we have an opportunity to fully test the overall functionality and integration. We will notify you of the time needed to migrate data to the applications in the new system.

Mike